

## SPECIAL MEETING – MANSFIELD TOWN COUNCIL

April 20, 2016

DRAFT

Mayor Paul M. Shapiro called the special meeting of the Mansfield Town Council to order at 6:30 p.m. in the Council Chamber of the Audrey P. Beck Building.

### I. ROLL CALL

Present: Kegler, Kochenburger, Marcellino, Moran, Raymond, Ryan, Sargent, Shapiro

Excused: Shaiken

Staff Present: Town Manager Matthew Hart, Director of Finance Cherie Trahan, Assistant Town Manager Maria Capriola, Director of Information Technology Jamie Russell

### 1. Staff Reports/Communications

Ms. Trahan reviewed the budget replacement pages, the items identified at the previous meeting, the line item detail pages for the Parks and Recreation Fund, and information on current balances in specific capital projects.

Request for Information – Describe the function of “Zamboni” equipment

### 2. Budget Review

- Internal Service Funds

Ms. Trahan and Ms. Capriola discussed the Health Insurance Fund and the Workers’ Compensation Fund. Mr. Russell joined Ms. Trahan in the discussion of the Management Services Fund.

Request for Information – Provide information on the number of Open Government website visits.

Future Discussion - Discussion of the Management Services Fund

- Cemetery Fund/Long Term Investments

Ms. Trahan reviewed the investment funds and the revenues and expenditures associated with the maintenance of the cemeteries.

- Eastern Highland Health District Fund

Mr. Hart noted that this material is informational.

Future Discussion – Provide a better understanding of the State’s expectations for the PILOT money given to towns and review the population numbers used to calculate Mansfield’s payment to EHHD

Mr. Hart will invite representatives of the Eastern Highland Health District to a future Council meeting to discuss their work and obligations both in Town and on campus.

- Mansfield Downtown Partnership Fund

Mr. Hart and Ms. Trahan reviewed the Mansfield Downtown Partnership Fund noting that the cost to the Town is reflected in the General Fund.

- Supplementary Data

Mr. Hart and Ms. Trahan commented that supplementary data includes projections many of which are required by CAFIR.

April 20, 2016

### 3. Budget Review

- Flagged Items

- Fire CIP and Fire Staffing

Chief Dagon and Ms. Capriola presented information on part-time firefighter recruitment efforts, costs and hours; full time firefighters overtime hours and leave figures; and a comparison of Fire Services staffing costs.

Request for Information - Members requested comparative budgets for the current year if there had been 3 full time fire fighters for the entire year and the proposed FY 2016/17 budget based on 14 full time fire fighters per year.

- Other Flagged Items

No comments offered.

### 4. Discussion of Proposed Budget/Council Questions

At tomorrow's meeting, staff will present suggested budget adjustments using the Governor's most recent budget proposal.

## II. ADJOURNMENT

Ms. Moran moved and Mr. Ryan seconded to adjourn the meeting at 9:20 p.m.

Motion passed unanimously.

Paul M. Shapiro, Mayor

Mary Stanton, Town Clerk